



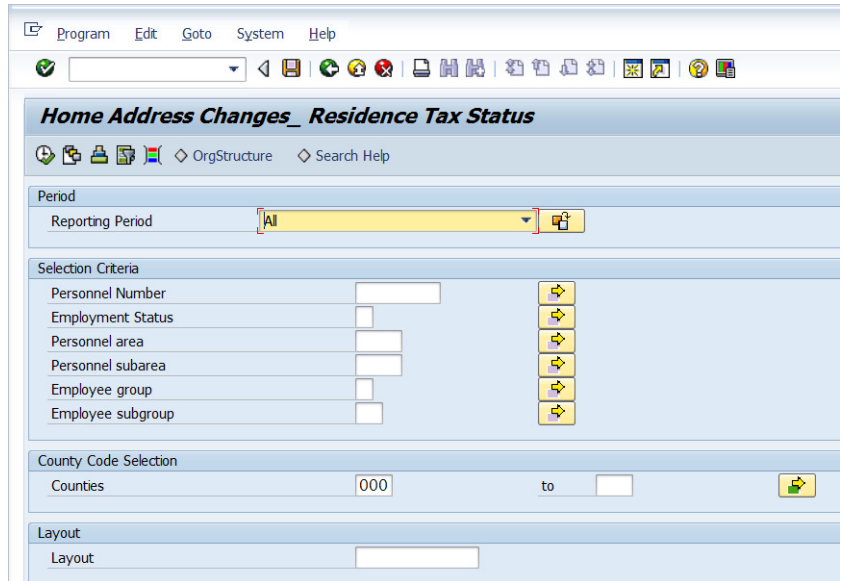


## Home Address Changes/Residence Tax Status – Report Instructions



Use this report to list all employees who have had address changes which could affect his/her residential tax contributions during the designated period.

1. From the main screen, type transaction code: **ZPAR084**.
2. Click the **Enter** button  or press **Enter** to continue.
3. *Org Structure* – Choose the appropriate organizational structure from the selection tree.
4. *Reporting Period* – Choose a period from the list.
5. Click the **Execute** icon  or press **F8** to execute the report.
6. The report displays.



Program Edit Goto System Help

Home Address Changes\_ Residence Tax Status

OrgStructure Search Help

Period  
Reporting Period All

Selection Criteria

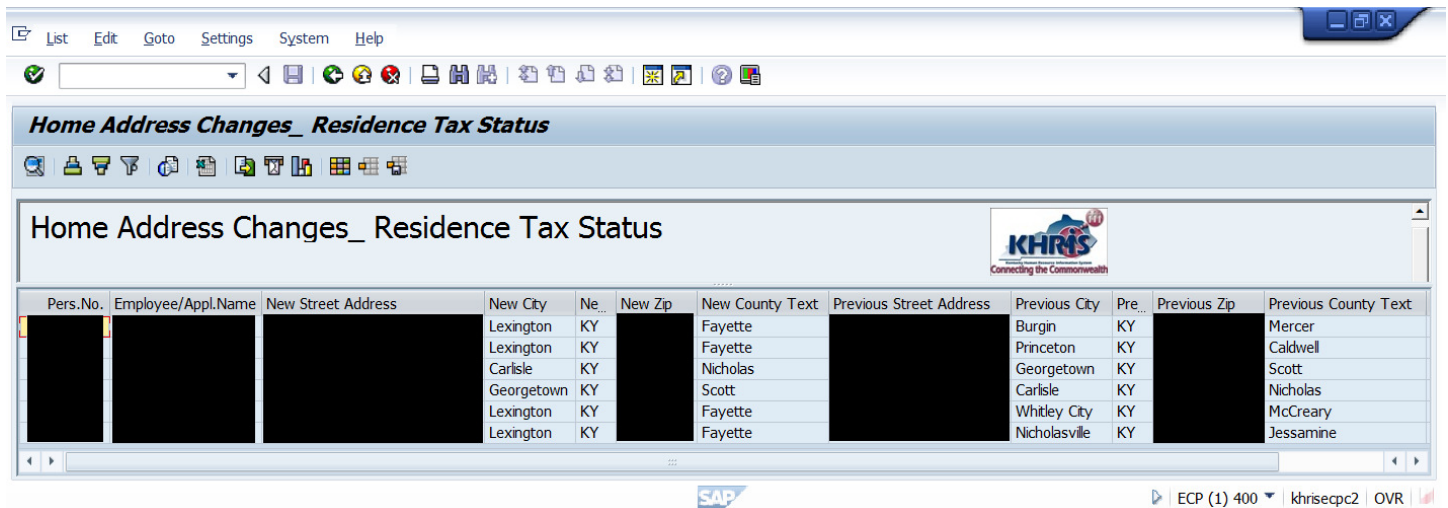
Personnel Number		
Employment Status		
Personnel area		
Personnel subarea		
Employee group		
Employee subgroup		

County Code Selection

Counties 000 to

Layout

Layout



Home Address Changes\_ Residence Tax Status

Pers.No.	Employee/App.L Name	New Street Address	New City	New Zip	New County Text	Previous Street Address	Previous City	Previous Zip	Previous County Text
			Lexington	KY	Fayette		Burgin	KY	Mercer
			Lexington	KY	Fayette		Princeton	KY	Caldwell
			Carlisle	KY	Nicholas		Georgetown	KY	Scott
			Georgetown	KY	Scott		Carlisle	KY	Nicholas
			Lexington	KY	Fayette		Whitley City	KY	McCreary
			Lexington	KY	Fayette		Nicholasville	KY	Jessamine

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7. Click the **Back** button  or press **F3** to exit the report.